

Town of Odessa
MINUTES FROM THE REGULAR TOWN COUNCIL MEETING
MONDAY, FEBRUARY 4, 2008 - 7:00 PM
OLD ACADEMY BUILDING

Those present at 7:00 PM:

Mayor Kathy Harvey
Council Member John Freeman
Council Member Jeff Glueck
Council Member Karlyn Grant
Council Member Betts Jackson

Treasurer James Grant
Secretary Jessica Norton

7 community members

- I. Call to Order and Pledge of Allegiance- The meeting was called to order at 7:00 PM.
- II. Roll Call
- III. Delaware State Police Report- Lt. David presented the police report, attached hereto as Attachment B. There were 121 traffic stops in January. Jim Grant asked about the electronic speed signs in Middletown and Townsend and wondered if there was grant money available to purchase one.
- IV. Approval of Minutes- Regular Meeting 12/3/07-

**MOTION BY KARLYN GRANT, SECONDED BY JOHN FREEMAN:
THAT THE MINUTES FROM THE REGULAR MEETING OF
MAYOR AND COUNCIL ON DECEMBER 3, 2007 BE ACCEPTED.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

- V. Correspondence
 - A. Mike Castle- recognition for being a Tree City
 - B. Cliff Hearn regarding Capital Software
 - C. Election board met, town is moving forward with new election requirements, challenges include 4:30 deadlines when the office has limited hours. Notices will be posted soon.
- VI. Treasurer's Report- Treasurer Grant read the Balance Sheet for December 2007, the Profit and Loss Budget Performance for December 2007, the Balance Sheet for January 2008 and the Profit and Loss Budget Performance for January 2008, attached hereto as Attachments E, F, G and H respectively. John Freeman asked Jim Grant to find out why interest has not been shown

on the report. Grant also told Council he had gone to training at DelTech for Quickbooks. Council asked that next month, he add an interest statement to the report.

**MOTION BY BETTS JACKSON, SECONDED BY JOHN FREEMAN:
TO ACCEPT THE TREASURER'S REPORT PENDING THE
REPORT OF INTEREST.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

Kathy Harvey reviewed recommendations made by the auditor; that the Town hire a payroll service as well as an IT professional to come help with computer programs. Mayor Harvey got the name of the person Townsend and Middletown use. He charges \$80/hr and is not in sales.

**MOTION BY JEFF GLUECK , SECONDED BY KARLYN GRANT:
TO HIRE THE IT PROFESSIONAL FOR UP TO FIVE HOURS TO
EVALUATE THE TOWN'S COMPUTERS AND MAKE
RECOMMENDATIONS.**

MOTION CARRIED. VOTE: 4 AYE, 1 NAY

PNC Bank reimbursed the Town for the check writing machine. The bill from the auditor was \$600 more than budgeted.

Action: Treasurer Grant and Mayor Harvey will look into payroll service and report back next month.

VII. Commission Reports

- A. Planning- sent out Zoning Ordinance 97-1 to Council with proposed changes. Council recently passed the PND ordinance. The next task is to make the Zoning Ordinance compatible with it.
- B. Historic- working on architectural guidelines for new construction. Jeff Glueck would like to see the Town offer incentives for homeowners to fix up dilapidated properties.

Harvey praised Middletown's Mayor Branner as a valuable resource throughout this process. He has been generous with his time and very helpful with his advice.

- C. Trees- finished their grant work. The Town received the grant check today. The Town also received its grant reimbursement for the new park furniture.

VIII. Old Business

- A. Diemler Street Transfer Legal Costs- Cliff Hearn will draft a resolution with the written description of the meets and bounds of the deed. We should see this resolution on the table next month

- B. Speed Bumps- DelDOT sent an estimate for 6 speed cushions (3 pairs), attached hereto as Attachment I, which exceeds Council's initial expectation. Council discussed placement of two pairs of speed cushions (on front Street and across from the tennis courts on High Street) rather than three. Dick Cathcart offered to fund two humps, but it might have to wait until July. He will check his balance and call the Town.

MOTION BY BETTS JACKSON, SECONDED BY KARLYN GRANT: TO AUTHORIZE THE PURCHASE AND INSTALLATION OF TWO SPEED CUSHIONS, ONE BY TENNIS COURT AND ONE ON FRONT STREET, TO BE FUNDED BY REPRESENTATIVE DICK CATHCART THIS FISCAL YEAR IF POSSIBLE OR DURING THE NEXT BUDGET CYCLE IF NECESSARY.

MOTION CARRIED. VOTE: 4 AYE, 0 NAY

- C. Historic Commission Appointment- awaiting changes to Zoning Ordinance.
- D. Atlantic Broadband Franchise Agreement- Mayor Harvey will meet with Atlantic Broadband February 19 to discuss the agreement, marking the beginning phase of the process for the agreement which does not expire until 2010. Jim Grant added that DLLG is offering a guest speaker on franchise agreements.

IX. New Business

- A. Authorization to discuss franchise agreement with Artesian- in preparation for a Planned Neighborhood Development. Mayor Harvey thinks that upgrading current systems and pressurizing fire hydrants are as important as new development is. The preliminary meeting will be on February 11. She feels that the Odessa Fire Company should also be involved as discussion evolves.

MOTION BY JOHN FREEMAN, SECONDED BY BETTS JACKSON: TO GIVE KATHY HARVEY PERMISSION TO BEGIN CONVERSATION WITH ARTESIAN.

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

- B. Mosquito Control- Mayor Harvey will check with the Tulloch's and Mr. Dunham about the no-spray zone and will designate those areas on the map.

MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON: AUTHORIZING KATHY HARVEY TO SIGN THE AGREEMENT.

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

- X. Next Meeting's Date and Time: March 3, 2007
Betts Jackson requests to be excused. She has a conference.
- XI. Adjournment
Harvey Smith announced that Ken Getty stepped down as chief of the Odessa Fire Company; Tim Lynch has taken over. Frank Gant is still president.

DogiPots have been installed. Mayor Harvey reports that they are very popular.

Sara Wozniak said that DNREC would like to meet with the Town about their pollution reduction program.

Harvey encourages all residents to come look at the working documents regarding the PND.

Mayor Harvey thanked Rep. Cathcart for his work with the Delaware Psychiatric Center. It is comforting to know that he is so dedicated to those who cannot speak up for themselves.

**MOTION BY KARLYN GRANT, SECONDED BY BETTS JACKSON:
THAT THE MEETING BE ADJOURNED.**

MOTION CARRIED. VOTE: 5 AYE, 0 NAY

The meeting adjourned at 9:46 PM.

Minutes Approved: _____